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4 November 1954

OFFICE OF PERSONNEL MEMORANDUM NO. 40-130-3

SUBJECT : Personal Telephone Calls

RESCISSION: / OPM No. 40-130-2 dated 4 August 1954


1. An analysis of the Agency monthly telephone bill reveals that a considerable number of calls are being made from Agency telephones to outside points through the use of the DIAL 9 system. These calls must be paid for by the Agency just as though they were made from a pay telephone.

2. It is believed that a great number of these calls are unofficial, personal calls to relatives, friends, business establishments, Weather and Time. Such calls should be made from the pay telephones which are strategically located in the main corridors on the first and second floors of Curie Hall.

3. The Agency has no desire to monitor such calls or to restrict the use of Agency telephones; however, unless a substantial reduction in the number of outside calls is obtained, some restrictions may have to be imposed.

4. Each employee is requested to cooperate in this voluntary effort to restrict the use of Agency telephones to official calls and to use pay telephones for personal calls.

STATINTL


George E. Maloon
Deputy Assistant Director
for Personnel

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OPM 81-54